



DUMFRIES, VIRGINIA

Virginia's Oldest Continuously Chartered Town
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MEMORANDUM

**TO: Mayor Foreman, Vice Mayor Toney, Council
Dan Taber, Town Manager**
FROM: Christine R. Sanders, Town Attorney
DATE: July 18, 2013
RE: June 2013 Report

Honorable Mayor Foreman, Vice Mayor Toney and Town Council:

Below is a list of items that I have been working on since my last report to you for the month of June 2013. It is not exhaustive, but gives you an overview. Please feel free to contact me directly via email at csanders@dumfriesva.gov or phone 703-221-3400 ext. 140 to inquire more particularly on any of the following matters.

- Consulted with Town Manager on various matters concerning town administration including personnel issues, litigation, land use and zoning, and other legal issues as needed.
- Criminal and Traffic Prosecutions – Obtained the dockets in Prince William County Court Clerk's offices, researched summons and statutes and met with officers in preparation for Court. Appeared in Prince William County General District Court and Juvenile and Domestic Relations Court representing the Town.
- Revised the temporary roadside food vendor ordinance in anticipation of adoption after the public hearing held 6/5/13.
- Consulted with Town Planner/Zoning Administrator to discuss pending determinations, violations, certificates of occupancy governing uses, public advertisements, and zoning text amendments.
- Met with H. Campbell twice with other Town staff to understand the number and type of businesses that lease space from him or his company on his property on Old Colonial Port Road. Additionally, met with Mr. Campbell on site with the Zoning Administrator and walked the site investigating the various businesses and other issues on-site.
- Attended staff meetings to plan Council meetings and follow up issues related to matters which arose during those meetings. Included in this effort is research of Town ordinances and state law, including applicable reported case law.

- Attended Council meetings and closed sessions to discuss personnel and litigation matters. Conducted research on contract issues as directed.
- Ongoing coordination with DPW and consultant RDA on the Tripoli Heights drainage improvement project. Continue to finalize and settle the right of way acquisitions for the project. Met with land owners to try to reach resolution of a refused offer to purchase. Researched bankruptcy of one property owner and communicated with the bankruptcy trustee appointed on the matter.
- Ongoing discussions with attorney for Lacy LLC. regarding appraisal of the property and its desire to pursue a CUP for expansion. Requested engineering documents pursuant to their request to use storm water detention facility. Awaiting the appraisal ordered by the land owner.
- Continue to request follow -up with Comcast representative to finalize franchise renewal and await a reply.
- Continue to track and report on PLI status with Department of Environmental Quality regarding the status of the governing consent decree.
- Responded to individual Councilmembers request for opinion(s) regarding various legal issues affecting the Town. Drafted memo(s) on these issues.
- Initiate research and revision of Town Subdivision ordinance – ongoing.
- Respond to discovery generated by defense counsel.
- Prepare and file liens on property to recover town expenses for nuisance remediation.
- Respond to Freedom of Information Act request propounded by Potomac Local publisher Uriah Kiser.